

## COUNTY OF LOS ANGELES

MARVIN J. SOUTHARD, D.S.W.  
Director

ROBIN KAY, Ph.D.  
Chief Deputy Director

RODERICK SHANER, M.D.  
Medical Director



## BOARD OF SUPERVISORS

GLORIA MOLINA  
MARK RIDLEY-THOMAS  
ZEV YAROSLAVSKY  
DON KNABE  
MICHAEL D. ANTONOVICH

## DEPARTMENT OF MENTAL HEALTH

<http://dmh.lacounty.gov>

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

Reply To: (213) 738-4601  
Fax: (213) 386-1297

January 04, 2011

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF SOLE SOURCE AMENDMENTS WITH  
STEP UP ON SECOND STREET, INC., AND OCEAN PARK COMMUNITY CENTER  
(THIRD SUPERVISORIAL DISTRICT)  
(3 VOTES)**

### **SUBJECT**

Request approval to amend two existing Department of Mental Health Legal Entity agreements to provide housing and supportive mental health services to 65 individuals identified as the most vulnerable, chronically homeless individuals living in Hollywood and Santa Monica.

### **IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and authorize the Director of Mental Health (Director), or his designee, to prepare, sign and execute an amendment, substantially similar to Attachment I, to the existing Department of Mental Health (DMH) Legal Entity (LE) agreement with Step Up on Second Street, Inc., (Step Up) to provide housing and supportive residential mental health services to 40 of the most vulnerable, chronically homeless adults in Hollywood. The amendment will be effective upon your Board's approval and add \$250,738 through June 30, 2011, and increase the Maximum Contract Amount (MCA) for Fiscal Year (FY) 2010-11 to \$2,934,047.
2. Approve and authorize the Director, or his designee, to prepare, sign and execute an amendment, substantially similar to Attachment II, to the existing DMH LE agreement with Ocean Park Community Center (OPCC) to expand residential mental health supportive services to an additional 25 of the most vulnerable, chronically homeless adults in Santa Monica. The amendment will be effective upon your Board's approval and add \$111,740 for FY 2010-11, increasing the MCA to \$312,912, and add \$223,480 for FY 2011-12, increasing the MCA to \$424,652.

3. Delegate authority to the Director, or his designee, to prepare, sign, and execute future amendments to these LE agreements and establish as a new MCA, the aggregate of the original agreement and all amendments; and to further amend these LE agreements as necessary, including providing time extensions if funding is available provided that: 1) the County's total payments to the contract providers for each fiscal year will not exceed an increase of 20 percent from the last Board approved MCA; 2) any such increase will be used to provide additional services or to reflect program or Board policy changes; 3) your Board has appropriated sufficient funds for all changes; 4) approval of County Counsel, or designee, is obtained prior to any such amendments; 5) County and contract providers may by written amendment reduce programs or services without reference to the 20 percent limitation and revise the applicable MCA; and 6) the Director will notify your Board and the Chief Executive Officer (CEO) of agreement changes in writing within 30 days after execution of each amendment.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the requested actions will allow DMH to amend its LE agreements with Step Up and OPCC to provide housing and supportive mental health services to the most vulnerable, chronically homeless adults in Hollywood and Santa Monica. Your Board's approval of the requested actions will also allow OPCC to expand its existing residential program.

In recent years, Los Angeles County has collaborated with governmental and non-governmental agencies to implement creative and innovative programs that address homelessness, such as Project 50 in the Skid Row area of downtown Los Angeles. However, chronically homeless individuals with serious mental illness and co-occurring substance abuse disorders and/or complex medical conditions continue to live on the streets, under freeway bridges, in encampments, parks, or temporary shelters in areas throughout the County. As part of an effort to meet the critical needs for housing, mental health and substance abuse services for these homeless individuals, DMH will replicate the two-year Santa Monica HOME Team pilot program, funded by Supervisor Yaroslavsky's Office, in the Hollywood area to serve 40 of the most vulnerable, chronically homeless adults in Hollywood over two years. The proposed program will target individuals identified on the Hollywood Homeless Service Registry who are diagnosed with a mental illness and/or a co-occurring disorder. Furthermore, DMH proposes to expand OPCC's current two-year pilot program funded by the Third District Homeless Services funds administered by the Community Development Commission and the Conrad N. Hilton Foundation (Hilton Foundation) that focused on 70 of the most vulnerable, chronically homeless individuals in Santa Monica. This expansion, if approved, would provide residential mental health supportive services to an additional 25 of the most vulnerable chronically homeless adults in Santa Monica over two years.

### **Implementation of Strategic Plan Goals**

The recommended actions support the County's Strategic Plan Goal 4, Health and Mental Health.

### **FISCAL IMPACT/FINANCING**

There is no net County cost.

The Third Supervisorial District has allocated \$1,284,377 of the Homeless Services funds to fund these projects. The funding represents one-time only funding for the next 24 months. The County cannot commit to providing additional funding for these projects beyond the 24 months. The

contracted agencies will explore alternative funding in order to continue project services after that time.

The amendment for Step Up in the amount of \$250,738 fully funded by the Third Supervisorial District Homeless Services funds (Homeless Services funds) in the amount of \$193,316, Federal Financial Participation (FFP) Medi-Cal revenue in the amount of \$48,181, and American Recovery and Reinvestment Act (ARRA) funds in the amount of \$9,241 will increase the MCA for FY 2010-11 to \$2,934,047. Of this increase, \$80,000 will be used for one time start up cost. Since Step Up's LE agreement will expire on June 30, 2011, the amount included in this amendment represents a six-month allocation of the total 24-month project allocation. The remaining amount of \$449,069 for 18 months will be included in Step Up's renewal agreement effective July 1, 2011.

The FY 2010-11 amendment for OPCC in the amount of \$111,740, fully funded by Homeless Service funds, will increase the MCA to \$312,912, and the FY 2011-12 amendment in the amount of \$223,480, fully funded by Homeless Service funds, will increase the MCA to \$424,652. Since OPCC's LE agreement will expire on June 30, 2012, the amount included in OPCC's amendment represents an 18-month allocation of the total 24-month project allocation. The remaining amount of \$111,740 for six months will be included in OPCC's renewal agreement effective July 1, 2012.

The FY 2010-11 increase in DMH's appropriation for this action will be requested in the January mid-year Appropriation Adjustment. The Homeless Services funds will be transferred from the CEO, and the FFP Medi-cal and ARRA funds will increase the total revenue for the Department. Funding for future years will be included in the annual budget process.

## **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Chronically homeless individuals may have mental health issues, co-occurring substance abuse disorders, and/or complex medical conditions that result in high utilization of costly hospital emergency rooms, acute inpatient units, long-term institutional services and jails. In order to address service needs and evaluate costs of preventive versus reactionary services, Los Angeles County began collaborations with governmental and non-governmental agencies to implement creative and innovative programs that address homelessness.

In 2008, Step Up was awarded a grant from the Third Supervisorial District Homeless Services funds to provide street outreach and intensive support services to individuals who are homeless and affected by mental illness as identified in the Santa Monica Service Registry, and to be served by the HOME Team, with the goal of housing 30 participants in permanent supported housing. Step Up is well on its way of reaching that target, eighteen months into this program. Step Up has distinguished itself as a housing developer and service provider.

As part of the effort to meet the critical needs for housing and mental health and substance abuse services for homeless individuals in Santa Monica, Third Supervisorial District Homeless Services funds have funded a two-year pilot program in collaboration with OPCC and the Hilton Foundation that currently serves 70 individuals. DMH plans to amend the agreement with OPCC to expand the pilot program to serve 25 additional vulnerable, chronically homeless individuals in Santa Monica, bringing the total number of individuals served by this program to 95.

Established in 1963, OPCC is a network of housing and services that empowers people to rebuild their lives by providing assistance to low-income; homeless and at-risk youth, adults, and families;

battered women and their children; and people living with mental illness. A DMH contractor since 1989, OPCC has multiple contracts with the Department, including the provision of People Assisting the Homeless (PATH), basic living shelter services, outreach and Mental Health Services Act supportive housing services through which it serves chronically homeless men and women. OPCC is uniquely qualified to provide these services because it is already providing identical services through the pilot program.

The attached amendment formats have been approved as to form by County Counsel. The CEO has reviewed the proposed actions. Clinical and administrative staff of DMH will administer and monitor the agreements, evaluate programs to ensure that quality services are being provided to clients, and ensure that agreement provisions and departmental policies are followed.

### **CONTRACTING PROCESS**

In accordance with your Board's contracting policy requirements for Sole Source contracts, DMH notified your Board on September 28, 2010, of its intent to negotiate a sole source agreement with Step Up (Attachment III) and OPCC (Attachment IV). Upon your Board's approval, DMH will amend the existing LE agreements with Step Up and OPCC to provide housing and mental health services to the most vulnerable, chronically homeless individuals in Hollywood and Santa Monica.

Attached is the required Sole Source Contract Checklist (Attachment V), identifying and justifying the need for a sole source contract renewal, that has been approved by the CEO.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

These projects will expand the availability of transitional and permanent supportive housing for 65 individuals identified as the most vulnerable, chronically homeless individuals living in the Santa Monica and Hollywood areas.

The Honorable Board of Supervisors

1/4/2011

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Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Mg Southard". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

MARVIN J. SOUTHARD, D.S.W.

Director

MJS:MM:RK

Enclosures

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors  
Chairperson, Mental Health Commission

**Attachment I**

CONTRACT NO. \_\_\_\_\_

AMENDMENT NO. \_\_\_\_

THIS AMENDMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2010, by and between the COUNTY OF LOS ANGELES (hereafter "County") and Step Up on Second Street, Inc. (hereafter "Contractor").

WHEREAS, County and Contractor have entered into a written Agreement, dated June 1, 2010, identified as County Agreement No. \_\_\_\_\_, and any subsequent amendments (hereafter collectively "Agreement"); and

WHEREAS, for Fiscal Year (FY) 2010-11, County and Contractor intend to amend Agreement only as described hereunder; and

WHEREAS, County and Contractor intend to amend Agreement to **add** a new Funded Program - Homeless Services, for a project that will provide housing and integrated health, mental health and substance abuse services for 40 of the most vulnerable, chronically homeless individuals living in Hollywood; and

WHEREAS, County and Contractor intend to amend Agreement to **add** the following services to delivery site location **TBD**, Provider No. **TBD** : Mode 15, Service Function Code (SFC) 01-09 (Targeted Case Management) at a provisional rate of **\$1.75**; Mode 15, SFC 10-19/30-59 (Mental Health Services without Psychological Testing) at a provisional rate of **\$2.28**; Mode 15, SFC 60-69 (Medication Support) at a provisional rate of **\$3.37**; Mode 15, SFC 70-79 (Crisis Intervention) at a provisional rate

of \$3.06; Mode 45, SFC 20-29 (Community Client Services) at a provisional rate of \$34.08; and Mode 60, SFC 60-72 (Client Supportive Services); and

WHEREAS, for FY 2010-11, County and Contractor intend to amend the Agreement to add Homeless Services Funded Program Non-Medi-Cal/Indigent in the amount of \$154,376; and

WHEREAS, for FY 2010-11, County and Contractor intend to amend the Agreement to add Homeless Services Funded Program Medi-Cal/Healthy Families in the amount of \$96,362; and

WHEREAS, for FY 2010-11, the new Maximum Contract Amount will be \$2,934,047.

NOW, THEREFORE, County and Contractor agree that Agreement shall be amended only as follows:

1. Financial Exhibit A (FINANCIAL PROVISIONS), Attachment II, Paragraphs C (Reimbursement for Initial Period) shall be deleted in their entirety and the following substituted therefore:

"C. REIMBURSEMENT FOR INITIAL PERIOD

(1) The Maximum Contract Amount for the Initial Period of this Agreement as described in Paragraph 1 (TERM) of the Legal Entity Agreement shall not exceed TWO MILLION NINE HUNDRED THIRTY FOUR THOUSAND FORTY SEVEN DOLLARS (\$2,934,047) and shall consist of Funded Programs as shown on the Financial Summary.

2. Financial Summary for FY 2010-11 shall be deleted in its entirety and replaced with Financial Summary - 1 for FY 2010-11, attached hereto and incorporated



herein by reference. All references in Agreement to Financial Summary for FY 2010-11 shall be deemed amended to state "Financial Summary - 1 for FY 2010-11."

3. The Service Delivery Site Exhibit, Attachment IV, shall be deleted in its entirety and replaced with the revised Service Delivery Site Exhibit - 1, attached hereto and incorporated herein by reference. All references in the Agreement to "Service Delivery Site Exhibit" shall be deemed amended to state "Service Delivery Site Exhibit - 1."
4. The Service Exhibits, Attachment V, shall be deleted in its entirety and replaced with the revised Service Exhibits - 1, attached hereto and incorporated herein by reference. All references in the Agreement to "Service Exhibits" shall be deemed amended to state "Service Exhibits - 1."
5. Service Exhibit 1013, SUPPORTIVE SERVICES – RESIDENTIAL PROGRAMS, shall be added to Attachment V Service Exhibits.
6. Contractor shall provide services in accordance with the Contractor's FY \_\_\_\_\_ Negotiation Package for this Agreement and any addenda thereto approved in writing by Director.
7. Except as provided in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by County's Director of Mental Health, or his designee, and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
MARVIN J. SOUTHARD, D.S.W.  
Director of Mental Health

Step Up on Second Street, Inc.  
CONTRACTOR

By \_\_\_\_\_

Name \_\_\_\_\_

Title Chief Executive Officer  
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM  
BY THE OFFICE OF THE COUNTY COUNSEL

APPROVED AS TO CONTRACT  
ADMINISTRATION:

DEPARTMENT OF MENTAL HEALTH

By \_\_\_\_\_  
Chief, Contracts Development  
and Administration Division

# Financial Summary

Contractor Name: Step Up On Second Street, Inc.  
 Legal Entity Number: 00215  
 Agreement Period: July 1, 2010 to June 30, 2011  
 Fiscal Year: 2010-11

Attachment I - 2

The Financial Summary - 1  
 Amendment Number -1

	Funded Program	Max. Program Amount — Non-Medi-Cal/ Indigent	Max. Program Amount — Medi-Cal/ Healthy Families	Combined Max. Program Amount
101	Family Preservation Program			\$ -
102	Child Abuse Prevention Intervention and Treatment (AB2994)			\$ -
103	Special Education Pupil (SEP)			\$ -
104	Specialized Foster Care - Child Welfare Services			\$ -
105	Comprehensive SOC Prog (SAMHSA, CFDA #93.958)			\$ -
106	Child MH Initiative-Project ABC (SAMHSA, CFDA #93.104)			\$ -
107	Juvenile Justice Program (STOP)			\$ -
108	Juvenile Justice Program (JJCPA)			\$ -
109	Juvenile Justice Program (Co-occurring Disorder)			\$ -
110	Path McKinney, CFDA #93.150	80,000		\$ 80,000
111	Homeless Services (NCC)	154,376	96,362	\$ 250,738
112	Juvenile Justice Program (Functional Family Therapy)			\$ -
113	CalWORKs			\$ -
114	Homeless - Family Project			\$ -
115	GROW			\$ -
201	Other Mental Health Services for clients under the age of 21 years	51,064	35,484	\$ 438,559
202	Other Mental Health Services for clients 21 years of age or older		352,011	
MHSA:				
301	Full Service Partnership (FSP) - Child			\$ -
302	FSP - TAY	61,100	44,200	\$ 105,300
303	FSP - Adult	279,611	273,600	\$ 553,211
304	FSP - Older Adult			\$ -
305	Field Capable Clinical Services (FCCS)	39,700	1,091,539	\$ 1,131,239
306	Probation Camps			\$ -
307	Urgent Care Centers/Crisis Resolution Services			\$ -
308	Wellness/Client-Run Centers	375,000		\$ 375,000
309	Institutions for Mental Disease (IMD) Step Down			\$ -
310	Enriched Residential Services			\$ -
311	Jail Transition and Linkage Services			\$ -
312	POE (Outreach & Engagement)			\$ -
313	Prevention and Early Intervention (PEI)			\$ -
Unique/Other:				
401	DCFS Medical Hubs (VIP)			\$ -
402	DCFS Starview LS PHF			\$ -
403	DCFS Independent Living (Hillview & HFLF)			\$ -
404	DCFS THP (HFLF)			\$ -
405	DHS Social Model			\$ -
406	DHS LAMP			\$ -
407	DHS Dual Diagnosis (BHS)			\$ -
408	Other Employment Services (SSG)			\$ -
409	In Jail Treatment & Linkage (SSG)			\$ -
410	CGF - IMD Step Down			
411	Juvenile Justice Program (Title IV-E - MST)			\$ -

Maximum Contract Amount

\$ 2,934,047

11/3/2010

11/23/2010 9:59 AM

**Attachment II**

CONTRACT NO. MH120650

AMENDMENT NO. 1

THIS AMENDMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2010, by and between the COUNTY OF LOS ANGELES (hereafter "County") and Ocean Park Community Center (hereafter "Contractor").

WHEREAS, County and Contractor have entered into a written Agreement, dated June 1, 2010, identified as County Agreement No. MH120650 (hereafter "Agreement"); and

WHEREAS, for Fiscal Years (FY) 2010-11 and 2011-12, County and Contractor intend to amend Agreement only as described hereunder; and

WHEREAS, for FYs 2010-11 and 2011-12, County and Contractor intend to amend Agreement to add a new Funded Program - Homeless Services to expand residential mental supportive services to an additional 25 of the most vulnerable, chronically homeless adults in Santa Monica; and

WHEREAS, for FYs 2010-11 and 2011-12, County and Contractor intend to amend Agreement add the following mental health services to Provider No. 7178: Mode 15, Service Function Codes (SFC) 70-79 (Crisis Intervention) at a provisional rate of \$TBD; Mode 45, SFC 10-19 (Mental Health Promotion) at a provisional rate of \$TBD; Mode 45, SFC 20-29 (Community Client Services) at a provisional rate of \$TBD; and Mode 60, SFC 64 70-79 (Client Supportive Services); and

WHEREAS, for FYs 2010-11 and 2011-12, County and Contractor intend to amend Agreement to add Homeless Services Funded Program Non Medi-Cal/Indigent in the amount of \$111,740 for FY 2010-11, and \$223,480 for FY 2011-12; and

WHEREAS, for FYs 2010-11 and 2011-12, the revised Maximum Contract Amount will be \$312,912 and \$424,652, respectively.

NOW, THEREFORE, County and Contractor agree that Agreement shall be amended only as follows:

1. Financial Exhibit A (FINANCIAL PROVISIONS), Attachment II, Paragraphs C (Reimbursement for Initial Period) and D (1) (Reimbursement If Agreement is Automatically Renewed) shall be deleted in their entirety and the following substituted therefore:

"C. REIMBURSEMENT FOR INITIAL PERIOD

(1) The Maximum Contract Amount for the Initial Period of this Agreement as described in Paragraph 1 (TERM) of the Legal Entity Agreement shall not exceed THREE HUNDRED TWELVE THOUSAND NINE HUNDRED TWELVE DOLLARS (\$312,912) and shall consist of Funded Programs as shown on the Financial Summary.

D. REIMBURSEMENT IF AGREEMENT IS AUTOMATICALLY RENEWED

(1) Reimbursement For First Automatic Renewal Period: The Maximum Contract Amount for the First Automatic Renewal Period of this Agreement as described in Paragraph 1 (TERM) of the DMH Legal Entity Agreement shall not exceed FOUR HUNDRED TWENTY-FOUR THOUSAND SIX HUNDRED FIFTY-TWO DOLLARS (\$424,652) and shall consist of Funded Programs as shown on the Financial Summary."

2. Financial Summary for FY 2010-11 shall be deleted in its entirety and replaced with Financial Summary - 1 for FY 2010-11, attached hereto and incorporated herein by reference. All references in Agreement to Financial Summary for FY 2010-11 shall be deemed amended to state "Financial Summary - 1 for FY 2010-11."
3. Financial Summary for FY 2011-12 shall be deleted in its entirety and replaced with Financial Summary - 1 for FY 2011-12, attached hereto and incorporated herein by reference. All references in Agreement to Financial Summary for FY 2011-12 shall be deemed amended to state "Financial Summary - 1 for FY 2011-12."
4. Attachment IV, Service Delivery Site Exhibit, shall be deleted in its entirety and replaced with the revised Attachment IV, Service Delivery Site Exhibit – 1. All references in Agreement to Attachment IV, Service Delivery Site Exhibit shall be deemed amended to state Attachment IV, Service Delivery Site Exhibit – 1.
5. Attachment V, Service Exhibits, shall be deleted in its entirety and replaced with the revised Attachment V, Service Site Exhibits – 1. All references in Agreement to Attachment V, Service Exhibits shall be deemed amended to state Attachment V, Service Exhibits – 1.
6. Service Exhibit 404-A, CRISIS INTERVENTION SERVICES, shall be added to Attachment V Service Exhibits.
7. Service Exhibit 501-A, OUTREACH SERVICES, shall be added to Attachment V Service Exhibits.

8. Service Exhibit 1013, SUPPORTIVE SERVICES – RESIDENTIAL PROGRAMS, shall be added to Attachment V Service Exhibits.
9. Contractor shall provide services in accordance with the Contractor's FY 2009-10 Negotiation Package for this Agreement and any addenda thereto approved in writing by Director.
10. Except as provided in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by County's Director of Mental Health, or his designee, and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By MARVIN J. SOUTHARD, D.S.W.  
Director of Mental Health

Ocean Park Community Center  
CONTRACTOR

By \_\_\_\_\_

Name John Maceri

Title Executive Director  
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM  
BY THE OFFICE OF THE COUNTY COUNSEL

APPROVED AS TO CONTRACT  
ADMINISTRATION:

DEPARTMENT OF MENTAL HEALTH

By \_\_\_\_\_  
Chief, Contracts Development  
and Administration Division



# Financial Summary

Contractor Name: Ocean Park Community Center  
 Legal Entity Number 00305  
 Agreement Period: July 1, 2010 through June 30, 2012  
 Fiscal Year: 2010-11

## Attachment II - 2

Financial Summary - 1  
 Amendment No. 1

	Funded Program	Max. Program Amount — Non-Medi-Cal/ Indigent	Max. Program Amount — Medi-Cal/ Healthy Families	Combined Max. Program Amount
101	Family Preservation Program	-	-	\$ -
102	Child Abuse Prevention Intervention and Treatment (AB2994)	-	-	\$ -
103	Special Education Pupil (SEP)	-	-	\$ -
104	Specialized Foster Care	-	-	\$ -
105	Comprehensive SOC Prog (SAMHSA, CFDA #93.958)	-	-	\$ -
106	Child MH Initiative-Project ABC (SAMHSA, CFDA #93.104)	-	-	\$ -
107	Juvenile Justice Program (STOP)	-	-	\$ -
108	Juvenile Justice Program (JJCPA)	-	-	\$ -
109	Co-occurring Disorder	-	-	\$ -
110	Path McKinney, CFDA #93.150	195,548	-	\$ 195,548
111	Homeless Services (NCC)	111,740	-	\$ 111,740
112	Family Functional Therapy Program	-	-	\$ -
113	CalWORKs	-	-	\$ -
114	Homeless - Family Project	-	-	\$ -
115	GROW	-	-	\$ -
201	Inpatient/Residential Services	-	-	\$ -
202	Other Mental Health Services for clients under the age of 21 years	5,624	-	\$ 5,624
203	Other Mental Health Services for clients 21 years of age or older	-	-	\$ -
<b>MHSA:</b>				
301	Full Service Partnership (FSP) - Child	-	-	\$ -
302	FSP - TAY	-	-	\$ -
303	FSP - Adult	-	-	\$ -
304	FSP - Older Adult	-	-	\$ -
305	Field Capable Clinical Services (FCCS)	-	-	\$ -
306	Probation Camps	-	-	\$ -
307	Urgent Care Centers/Crisis Resolution Services	-	-	\$ -
308	Wellness/Client-Run Centers	-	-	\$ -
309	Institutions for Mental Disease (IMD) Step Down	-	-	\$ -
310	Enriched Residential Services	-	-	\$ -
311	Jail Transition and Linkage Services	-	-	\$ -
312	POE (Outreach & Engagement)	-	-	\$ -
313	Prevention and Early Intervention (PEI)	-	-	\$ -
<b>Unique/Other:</b>				
401	DCFS Star View	-	-	\$ -
401	DHS LAMP	-	-	\$ -
401	DHS Social Model	-	-	\$ -
401	DCFS Hillview Transitional Independent Living	-	-	\$ -
401	DHS/ADPA Dual Diagnosis	-	-	\$ -
401	DCFS THP	-	-	\$ -
401	DCFS Medical Hub	-	-	\$ -
401	Other Employment Services (SSG)	-	-	\$ -
401	Tri-City	-	-	\$ -

Maximum Contract Amount

\$ 312,912

3/31/2010

Financial Summary

Contractor Name: Ocean Park Community Center  
 Legal Entity Number 00305  
 Agreement Period: July 1, 2010 through June 30, 2012  
 Fiscal Year: 2011-12

Attachment II - 3

Financial Summary - 1  
 Amendment No. 1

	Funded Program	Max. Program Amount — Non-Medi-Cal/ Indigent	Max. Program Amount — Medi-Cal/ Healthy Families	Combined Max. Program Amount
101	Family Preservation Program	-	-	\$ -
102	Child Abuse Prevention Intervention and Treatment (AB2994)	-	-	\$ -
103	Special Education Pupil (SEP)	-	-	\$ -
104	Specialized Foster Care	-	-	\$ -
105	Comprehensive SOC Prog (SAMHSA, CFDA #93.958)	-	-	\$ -
106	Child MH Initiative-Project ABC (SAMHSA, CFDA #93.104)	-	-	\$ -
107	Juvenile Justice Program (STOP)	-	-	\$ -
108	Juvenile Justice Program (JJCPA)	-	-	\$ -
109	Co-occurring Disorder	-	-	\$ -
110	Path McKinney, CFDA #93.150	195,548	-	\$ 195,548
111	Homeless Services (NCC)	223,480	-	\$ 223,480
112	Family Functional Therapy Program	-	-	\$ -
113	CalWORKs	-	-	\$ -
114	Homeless - Family Project	-	-	\$ -
115	GROW	-	-	\$ -
201	Inpatient/Residential Services	-	-	\$ -
202	Other Mental Health Services for clients under the age of 21 years	5,624	-	\$ 5,624
203	Other Mental Health Services for clients 21 years of age or older	-	-	\$ -
<b>MHSA:</b>				
301	Full Service Partnership (FSP) - Child	-	-	\$ -
302	FSP - TAY	-	-	\$ -
303	FSP - Adult	-	-	\$ -
304	FSP - Older Adult	-	-	\$ -
305	Field Capable Clinical Services (FCCS)	-	-	\$ -
306	Probation Camps	-	-	\$ -
307	Urgent Care Centers/Crisis Resolution Services	-	-	\$ -
308	Wellness/Client-Run Centers	-	-	\$ -
309	Institutions for Mental Disease (IMD) Step Down	-	-	\$ -
310	Enriched Residential Services	-	-	\$ -
311	Jail Transition and Linkage Services	-	-	\$ -
312	POE (Outreach & Engagement)	-	-	\$ -
313	Prevention and Early Intervention (PEI)	-	-	\$ -
<b>Unique/Other:</b>				
401	DCFS Star View	-	-	\$ -
401	DHS LAMP	-	-	\$ -
401	DHS Social Model	-	-	\$ -
401	DCFS Hillview Transitional Independent Living	-	-	\$ -
401	DHS/ADPA Dual Diagnosis	-	-	\$ -
401	DCFS THP	-	-	\$ -
401	DCFS Medical Hub	-	-	\$ -
401	Other Employment Services (SSG)	-	-	\$ -
401	Tri-City	-	-	\$ -

Maximum Contract Amount

\$ 424,652

3/31/2010

COUNTY OF LOS ANGELES

MARVIN J. SOUTHARD, D.S.W.  
Director

ROBIN KAY, Ph.D.  
Chief Deputy Director

RODERICK SHANER, M.D.  
Medical Director



BOARD OF SUPERVISORS

GLORIA MOLINA  
MARK RIDLEY-THOMAS  
ZEV YAROSLAVSKY  
DON KNABE  
MICHAEL D. ANTONOVICH

DEPARTMENT OF MENTAL HEALTH

<http://dmh.lacounty.info>

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

Reply To: (213) 738-4601  
Fax: (213) 386-1297

September 28, 2010

Attachment III

TO: Each Supervisor

FROM: *Robin Kay for*  
Marvin J. Southard, D.S.W.  
Director of Mental Health

SUBJECT: **ADVANCE NOTIFICATION OF INTENT TO ENTER INTO SOLE  
SOURCE CONTRACT NEGOTIATIONS WITH STEP UP ON SECOND**

This memo is to comply with the Board of Supervisors' Policy Manual, Section 5.100, Sole Source Contract, by notifying the Board of our need to initiate a Sole Source Contract. It is the Department of Mental Health's (DMH) intent to enter into contract negotiations with Step Up On Second (Step Up) to provide housing and supportive residential mental health and medical services to forty (40) of the most vulnerable chronically homeless adults in Hollywood over a two year period.

Step Up has been a mental health provider since its inception in 1984. Over the last ten years Step Up has been providing effective programs and services to individuals affected by mental illness and individuals most at risk. Step Up operated a Partners program that evolved into an Assertive Community Treatment model program targeting individuals at the greatest risk of institutionalization. Step Up operated an Assembly Bill (AB) 2034 program since the start of the legislation. In 2008, Step Up transformed several of its programs to Mental Health Services Act intensive service programs such as Full Service Partnership and Field Clinical Capable Services programs targeting individuals who are both homeless and affected by mental illness for both adults and Transition Age Youth populations.

In 2008, Step Up was awarded a grant from Supervisor Yaroslavsky's office to provide street outreach and intensive support services to individuals who are homeless and affected by mental illness identified in the Santa Monica Service Registry, called the Homeless Outreach Mobile Engagement team, with the goal of housing thirty participants in permanent supported housing. Eighteen months into this program they are well on their way of reaching that target.

Step Up has also distinguished itself as a housing developer and service provider. In 2009, Step Up opened two new projects; Step Up on Fifth, a 46-unit permanent supportive housing project targeting individuals who are homeless and affected by

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mental illness, and Daniel's Village, an eight-unit permanent supportive housing project targeting homeless young adults with mental illness. Both projects are fully leased and experiencing the same success as their initial project, Step Up on Second. Several of the individuals identified as "vulnerable" from the Santa Monica Service Registry received permanent supportive housing units at either Step Up on Second or Step Up on Fifth projects. Others have been housed in the local community using Santa Monica Housing Authority Shelter Plus Care vouchers.

The Third Supervisorial District has allocated \$699,806 County General Fund from discretionary funds approved by the Board of Supervisors on April 4, 2006 as part of the County's Homeless Prevention Initiative to fund homeless services for the two-year Hollywood Step Up project.

Unless otherwise instructed by a Board office within two weeks, DMH will proceed with entering into contract negotiations with Step Up, working with County Counsel and the Chief Executive Office.

MJS:TB:MM:mm

c:     Mental Health Deputies  
       Chief Executive Office  
       Executive Officer, Board of Supervisors  
       County Counsel  
       Contracts Development and Administration  
       Executive Staff  
       Mary Marx

## COUNTY OF LOS ANGELES

MARVIN J. SOUTHARD, D.S.W.  
*Director*

ROBIN KAY, Ph.D.  
*Chief Deputy Director*

RODERICK SHANER, M.D.  
*Medical Director*



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## DEPARTMENT OF MENTAL HEALTH

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September 28, 2010

TO: Each Supervisor

FROM: Marvin J. Southard, D.S.W.  
Director of Mental Health

Attachment IV

SUBJECT: **ADVANCE NOTIFICATION OF INTENT TO ENTER INTO SOLE  
SOURCE CONTRACT NEGOTIATIONS WITH OCEAN PARK  
COMMUNITY CENTER**

This memo is to comply with the Board of Supervisors' Policy Manual, Section 5.100, Sole Source Contract, by notifying the Board of our need to initiate a Sole Source contract. It is the Department of Mental Health's (DMH) intent to enter into contract negotiations with Ocean Park Community Center (OPCC) to provide housing and supportive residential mental health and medical services for twenty-five (25) of the most vulnerable and chronically homeless mentally ill adults living in Santa Monica.

This proposal is an expansion of OPCC's current two-year pilot program funded by Supervisor Yaroslavsky that focused on housing for forty (40) of the most vulnerable chronically mentally ill homeless individuals in Santa Monica. OPCC was able to leverage additional funding from the Conrad N. Hilton Foundation to expand the pilot to include an additional thirty (30) vulnerable chronically homeless individuals. This proposed expansion, funded by Supervisor Yaroslavsky, would add twenty-five (25) individuals, bringing the total number of individuals served to ninety-five (95).

OPCC will employ a multi-disciplinary and integrated team approach, including outreach based at Safe Haven and Daybreak (two projects of OPCC serving chronically homeless men and women) for the purpose of maximizing the engagement process for individuals who are already familiar with OPCC and are receiving limited services at Safe Haven or Daybreak. The approach will be an empowerment model combining best practices from Assertive Community Treatment, the Community Model and Housing First, honoring client choice and "going the journey" with each individual from building trust and engagement to community re-integration and housing retention services.

OPCC is uniquely qualified to provide these services because it is already providing identical services through the pilot program referenced above. Established in 1963,

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OPCC is a network of housing and services that empowers people to rebuild their lives by providing assistance to low-income, homeless and at-risk youth, adults and families, battered women and their children, and people living with mental illness. OPCC is a community-supported non-profit 501(c)3 organization serving the Westside of Los Angeles County, in which staff, volunteers, and clients work together with mutual respect to address the effects of poverty, abuse, neglect, and discrimination. A DMH contractor since 1989, OPCC has multiple contracts with the Department, including the provision of People Assisting the Homeless, basic living shelter services, outreach, and Mental Health Services Act supportive housing services, serving chronically homeless men and women.

The Third Supervisorial District has allocated \$446,960 County General Fund from discretionary funds approved by the Board of Supervisors on April 4, 2006, as part of the County's Homeless Prevention Initiative to fund homeless services for the two-year OPCC expansion.

Unless otherwise instructed by a Board office within two weeks, DMH will proceed with entering into contract negotiations with OPCC, working with County Counsel and the Chief Executive Office.

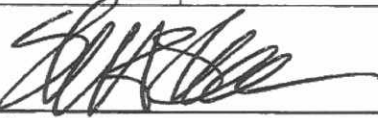
MJS:TB:MM:mm

c: Health Deputies  
Chief Executive Office  
Executive Officer, Board of Supervisors  
County Counsel  
Contracts Development and Administration  
Executive Staff  
Mary Marx



# ATTACHMENT V

## SOLE SOURCE CHECKLIST

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS  <i>Identify applicable justification and provide documentation for each checked item.</i>
✓	<p>➤ Only one bona fide source for the service exists; performance and price competition are not available.</p> <p>1. Step Up on Second Street, Inc., (Step Up) is uniquely qualified to provide street outreach and intensive support services to individuals who are homeless and affected by mental illness. Step Up has distinguished itself as a housing developer and service provider; it is currently operating several permanent supportive housing projects targeting individuals who are homeless and affected by mental illness.</p> <p>2. Ocean Park Community Center (OPCC) is uniquely qualified to provide residential mental health supportive services to an additional 25 of the most vulnerable, chronically homeless adults since it already has been providing these types of services as part of a pilot program funded by the Third Supervisorial District.</p>
	➤ Quick action is required (emergency situation).
	➤ Proposals have been solicited but no satisfactory proposals were received.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Maintenance service agreements exist on equipment which must be serviced by the authorized manufacturer's service representatives.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best interest of the County, e.g., administrative cost savings, excessive learning curve for a new service provider, etc.
	➤ Other reason. Please explain:
 Sheila Shima Deputy Chief Executive Officer, CEO	<div data-bbox="933 1711 1104 1795" data-label="Text">12/6/10</div> <div data-bbox="941 1837 1015 1879" data-label="Text">Date</div>